

MINUTES
GENERAL ISSUES COMMITTEE MEETING
TEXAS BOARD OF PROFESSIONAL ENGINEERS
1917 IH-35 SOUTH, BOARD ROOM, AUSTIN, TX
February 15, 2012 – 9:30 A.M.

Call to Order. Committee Chair Daniel Wong, Ph.D., P.E., called the General Issues Committee meeting to order at 9:44 a.m. on February 15, 2012, at the Texas Board of Professional Engineers (TBPE), 1917 South Interstate 35, Austin, Texas. (Note: All votes are unanimous unless otherwise indicated.)

1. Roll call and welcome visitors.

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| Daniel Wong, Ph.D., P.E. | Chair |
| Bobby Balli, P.E. | Member |
| Gary W. Raba, D. Eng., P.E. | Member |
| Govind Nadkarni, P.E. | Alternate |

A quorum was present. Kevin Heyburn, Assistant Attorney General, was present to provide legal counsel.. Mr. Jose I. Guerra, P.E., and Mr. Edmundo Gonzalez, Jr., P.E., Emeritus Board Members were present.

The following staff members were present:

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| Lance Kinney, P.E. | Executive Director |
| Priscilla Piphio, MPA | Deputy Executive Director |
| C.W. Clark, P.E. | Director of Compliance & Enforcement |
| David Howell, P.E. | Director of Licensing |
| Jeff Mutscher | Director of Finance |
| Dewey Helmcamp, III JD | Staff Attorney |
| Dorothy Gonzales | Executive Assistant |

Visitors. Al Kosik, P.E., Texas Department of Transportation (TXDOT); Peyton McKnight, American Council of Engineering Companies – Texas (ACEC); Terry Bilderbirk, Texas Society of Professional Engineering (TSPE); Stephanie Stanford, TSPE.

2. Public comment. None.

DISCUSS AND POSSIBLY ACT ON THE FOLLOWING (AGENDA ITEMS 3-8):

3. Discuss and possibly approve the November 17, 2011, General Issues Committee Minutes.

It was MOVED/SECONDED (Balli/Nadkarni) to approve the November 17, 2011, General Issues Committee Minutes as submitted. A vote was taken and the MOTION PASSED.

4. Discussion of agency budget/fee setting process.

Mr. Mutscher informed the Committee of the agency's written budget/fee setting process which is part of the finance procedures. The auditors recommended that the process be documented in writing and presented to the Board for information purposes. Mr. Mutscher added that the process was reviewed by Mr. Kinney and Dr. Summers. The process identifies each step of the budget and fee setting process and who is responsible for each step.

It was MOVED/SECONDED (Balli/Raba) to recommend to the full Board at its Regular Quarterly meeting on February 15, 2012, to accept the process presented by the Director of Finance, and to direct staff to continue using the written procedure. A vote was taken and the MOTION PASSED.

5. Update on TDI meetings regarding Texas Windstorm Inspectors.

Mr. Kinney reported that there were two presentations made regarding the new HB3 Windstorm Inspector rules: one in Corpus Christi with 116 participants, and a second in the Galveston/Houston area with 155+ participants, and some had to be turned away. A third presentation has been scheduled in Brownsville on February 28th. The Board has built the online application process; the IT part has been completed and is

currently going through the final levels of testing. Board staff continues to work closely with TDI personnel to make this transition as smooth as possible. The next step is another meeting with TDI to address their portion of the process. TDI has not passed their set of rules yet. Mr. Howell mentioned that TDI has proposed a target date for the new appointment process of August 31st. He added that the application is in the final stages of testing.

6. Update on Sunset Review.

Mrs. Pipho reported that she and Mr. Kinney attended a Sunset Review Commission initial meeting in January. The Board is scheduled to be reviewed in June. Meanwhile staff continues to work on process and procedure improvements.

7. Texas Board of Professional Engineers 4 year Rule Review.

Mr. Helmcamp reviewed the 4 year review schedule that was included as an exhibit. He added that the rule review is a requirement of the Government Code for all state agencies. Each division is assigned a portion of the rules for review and will have their portion completed by March 30th. Any rule changes required will be ready for proposal at the May 2012 meeting for approval to publish in the Texas Register for public comment. The final rule packet requesting Board approval will be presented at the August 2012 meeting. Mr. Nadkarni added that the review of rules will be beneficial for the upcoming Sunset Review audit.

8. Issues for consideration and schedule next meeting.

Mr. Ballí would like the Board members to be informed of the Board's IT security policies. Dr. Raba would like for the Committee to address the security procedures during the Board meetings.

Adjourn.

It was MOVED/SECONDED (Raba/Ballí) to adjourn the meeting at 10 am. A vote was taken, and the MOTION PASSED.

Date Committee approved as submitted:
Date Board accepted:

May 24, 2012
May 24, 2012